

**PROCEEDINGS OF THE BROWN COUNTY**  
**PUBLIC SAFETY COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Public Safety Committee** was held on Wednesday, September 5, 2012 at the Brown County Jail, 3030 Curry Lane, Green Bay, Wisconsin.

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**Present:** Vice Chair Tim Carpenter, Supervisor Nicholson, Supervisor Zima  
**Excused:** Supervisor Buckley, Supervisor Clancy  
**Also Present:** Todd Delain, Cullen Peltier, Susan Tilot, David Lasee, Karl Fleury, Shelly Nackers, Larry Malcomson, Brian Shoup, Supervisor Robinson, Judge Zuidmulder, Beth Robinson, Kevin Lunog, Carrie La Plant, Pawel Kurkowski, Pat Perez, Tina Baker, media, other interested parties.

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- I. **Call meeting to order.**  
The meeting was called to order by Vice Chair Tim Carpenter at 5:40 p.m.

- II. **Approve/Modify Agenda.**

Motion made by Supervisor Nicholson, seconded by Supervisor Zima to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

- III. **Approve/Modify Minutes of August 1, 2012.**

Motion made by Supervisor Nicholson, seconded by Supervisor Zima to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

1. **Review Minutes of:**  
a. **Fire Investigation Task Force General Membership (May 31, 2012).**

Motion made by Supervisor Nicholson, seconded by Supervisor Zima to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**Drug Court**

2. **Update on Drug Court by Judge Zuidmulder. *Request to bring back this month with financials including what has been spent year-to-date on the Drug Court program.***

Motion made by Supervisor Zima, seconded by Supervisor Nicholson to hold this matter until the arrival of Judge Zuidmulder. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Judge Zuidmulder thanked the Committee for the opportunity to speak. He stated that the three year anniversary of the drug court program was approaching and he had an obligation to come back at the end of the first three years and discuss it with the Committee and Board and talk about what has been accomplished for the purpose of determining if the Board wished to continue the program. He provided the Committee with several handouts, copies of which are attached, that relate to the participants of drug court and the costs of the program. He noted that Brown County drug court statistics are consistent with national statistics in terms of terminations and graduates of the program. He also noted that drug court is made up of a team consisting of himself as well as Kevin Lunog of the Community Treatment Center, Carrie La Plant, Assistant State Public Defender, Probation Agent Pawel Kurkowski and Human Services Director Brian Shoup. These people were all in attendance at the meeting and introduced. Judge Zuidmulder also wished to share that Brown County has recently embarked upon a Veterans Court and the Drug Court Coordinator, Beth Robinson, has assisted them. The intention going forward is for the Drug Court to assist other treatment courts as they are created and one of

the things that has been discussed is to consider having a line item for treatment courts in general, rather than drug court specifically.

Zima asked if this program generated any revenue other than the \$40.00 monthly fee charged to participants and Judge Zuidmulder responded that there is no other revenue from the program. Zima also asked for clarification on the number of graduates as shown on the handout and Judge Zuidmulder responded that there are a number of participants who will graduate later in the year or next year. He stated that the program requires 12 months of participation and the average length of time in the program is 14 months. Zima then asked how much is spent on each drug court participant and Beth Robinson stated that approximately \$689 per month is spent on each participant, but noted that the program for 2012 is 56% more cost-effective than incarceration in the Brown County Jail and 75% more cost-effective than incarceration in the State prison system. Zima concluded his questions by asking how many drug prosecutions Brown County has on an annual basis and DA Lasee stated that they will be close to 1000 for 2012 and noted that in past years they have been over 1000.

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

#### **Communications**

3. **Communication from Supervisor Nicholson re: Request the District Attorney of Brown County to review the State Statutes criteria on placement of sexual predators with possible action. *Held for one month.***

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to hold for one month. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

4. **Communication from Supervisor Nicholson re: To have the Public Safety Committee establish a Sex Offenders Residency Task Force/Board. *Referred from August County Board.***

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to hold for one month. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

#### **District Attorney**

5. **RFP for Process Service Provider for Brown County District Attorney's and Child Support Office Project #1609.**

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to approve. *No vote taken.***

Supervisor Zima asked for an explanation as to how the selection process works. Susan Tilot of the District Attorney's Office provided a history as to how they arrived at the point where they decided to use a private process server rather than law enforcement to serve papers. When they began using a private process server there was really only company in town that did this type of work. As more process servers are coming into the area, better rates were offered and the Public Safety Committee asked a number of years ago that this service be bid out. This is now bid out every two years asking for flat rate bids per paper served. Tilot continued that they have a weighted system whereby one of the items considered is the lowest bid, but they also consider years of service and experience.

Zima replied that he does not feel the scoring should be weighted, but instead felt that there should be some kind of bidders' proof of responsibility and applications should not be accepted from individuals or companies who do not have appropriate experience. He felt that weighting is too subjective and the only fair way to award these contracts is to give them to the lowest bidder. He continued that in order to have integrity in the bidding

process and encourage people to participate there should be a system set up where they feel they have a reasonable chance of acquiring the contract.

Carpenter felt that the Public Safety Committee directing that this be put out for RFP several years ago has made a big difference in the process. He also commented that there does need to be some qualifications on this particular type of service. He felt very confident that the DA's office will go through the RFP process properly and will select the best vendor to do the best service at the best price. Supervisor Nicholson agreed with Carpenter.

DA David Lasee inquired as to who would be making the determinations as to who was qualified to be a process server. Zima responded that if the DA reviewed bids and felt that someone did not have appropriate experience, they could be eliminated but noted that the eliminated bidder would have the right to appeal to the Board if they felt they were not handled appropriately. Lasee stated that the weighted system allows some flexibility, although he noted that price certainly is a key component, but he would like to be able to exercise judgment that if prices are very similar and he has personal knowledge that one company has a better success rate than another, he would be able to go with the better company, even if it is slightly more expensive. He felt that this would save the County money in the long run. Lasee continued that process service is an integral part of their office operations and papers that do not get served in a timely manner result in significant inconvenience for their office. He is concerned that if they bring in someone new simply because they are cheaper and they have to go through a year of service that is not as successful as it should be it will have a negative impact on his office.

Carpenter asked Lasee how he would know what the success rate is of a new vendor and Lasee responded that it could be difficult. He did note that their current process server is probably the only business in town that can serve papers in the capacity needed. He did not feel there were many other servers that could operate at the volume that the current server operates at, however, a server could demonstrate their success rate in whatever current business they are serving in such as in the private sector serving for attorneys, but the DA's service needs are different due not only to the volume of papers that they serve, but also the types of people they are serving.

**Motion amended by Supervisor Zima, seconded by Supervisor Nicholson to go forward with the RFP but provide qualifications of vendors prior to accepting bids and have bids come in and whoever has lowest price should be recommended. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **Public Safety Communications**

##### **6. Budget Status Financial Report for July, 2012.**

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

##### **7. Director's Report.**

Communications Director Karl Fleury provided the Committee with a written report, a copy of which is attached. In addition, he reported that they have received a grant modification to replace cameras outside the Public Safety Center and the Jail and the cameras are now installed and working. This provides additional security to staff exiting the building at odd hours of the night and also provides security for vehicles in the parking lot. He appreciated the help of those involved in making this project successful.

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Sheriff:**

**8. Budget Status Financial Report for July, 2012.**

Chief Deputy Todd Delain stated that the Sheriff's Department remains on budget with overall expenses running under budget and revenue running above budget.

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**9. Resolution re: Change in Table of Organization Human Services (Psychiatric Nurse).**

Delain explained that Human Services had a psychiatric nurse working in the Jail due to an unfunded mandate that stated it was necessary to have psychiatric services available to inmates. This nurse has recently left employment with the County and needs to be replaced. Currently the Jail contracts out with a healthcare provider and it was discovered that they could provide a psychiatric nurse through this agency in a more cost-effective manner with better coverage than using Human Services staff. Additionally, Delain believes that this will provide better communication regarding inmate's health needs since this psychiatric nurse would be connected with the medical providers. That being said, the psychiatric nurse position would be removed from Human Services and money that was in the HS budget would be transferred to the Jail budget to cover the cost of the psychiatric nurse for the rest of the year and this position will then be included in the Sheriff's Department budget in 2013.

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**10. Budget Adjustment: Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund ) – *To be distributed at the meeting.***

This budget adjustment, a copy of which is attached, is to transfer costs of the psychiatric Jail nurse to the Sheriff's Department as discussed in Item 9. Costs are from September 1 through December 31, 2012. The nurse will be a contractor hired by the Sheriff's Department.

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**11. Sheriff's Report.**

Delain stated that overall the Sheriff's Department is doing very well. He mentioned that the electronic monitoring program continues to be very successful and there are currently 87 inmates on the program. Delain stated that Cpt. Malcomson and his staff have done a great job in administering the EMP program as well as keeping the probation and parole hold list "scrubbed". He also stated that there had previously been a drop in the boarding of federal inmates, but this has recently increased and in August they averaged 25.6 federal inmates. He also stated that as of August 29 the kilo pod in the Jail has been closed for one full year which has saved a significant amount of money.

Delain continued that one thing they will be seeing moving forward is an increase in the number of dignitaries coming to the County for various reasons and he noted that the Vice President of the United States was recently in the area. He is unable to say how many more appearances will be made in the County, but he noted that there are obviously costs associated with these visits. Delain felt they were on pace to absorb these costs due to other budget savings. Zima asked if these dignitaries or political people can be billed for services and Delain stated that the federal government will not pay the County for their services. He stated that they have billed in the past but did not receive any funds. Delain stated that the only way reimbursement would be obtained is for services provided in connection with political fundraisers. Zima asked Delain to look into the possibility of billing the campaigns and Delain agreed to look into this and also noted that they do try to keep the resources to a minimum to reduce the cost to the County as much as possible.

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Circuit Courts, Commissioners, Probate**

**12. Budget Status Financial Reports for June and July, 2012.**

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Medical Examiner** – No agenda items.

**Clerk of Courts** – No agenda items.

**Emergency Management** – No agenda items.

**Other**

**13. Audit of bills.**

**Motion made by Supervisor Zima, seconded by Supervisor Carpenter to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY**

**14. Such other matters as authorized by law.**

**Motion made by Supervisor Nicholson, seconded by Supervisor Zima to adjourn at 6:40 p.m. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio  
Recording Secretary

## Brown County Drug Court Program

### 2011 and 2012 YTD Drug Court Participant Numbers

	2011	2012 YTD (through 7/31/12)
Total Participants	23	15
Number of Graduates	4	3
Number of Terminations	5	3

### 2011 and 2012 YTD Financial Summary

	2011	2012 YTD (through 7/31/12)
Revenue Totals	\$4,515.00	\$4,448.00
Expense Totals	\$121,596.14	\$62,964.27
Grand Total	\$117,081.14	\$58,516.27

### 2011 and 2012 YTD Average Costs – Per Participant

Fiscal Year	Total Cost	Average Monthly Drug Court Cost*	Monthly Brown County Jail Cost	Monthly State Prison Cost
2011	\$117,081.14	\$1,407.23	\$1,551.42	\$2,707.38
2012 YTD	\$58,516.27	\$689.00	\$1,555.50	\$2,714.50

For 2011, having defendants participate in the Drug Court was approximately:

- 10% more cost-effective than incarceration in the Brown County Jail
- 48% more cost-effective than incarceration in the State prison system

For 2012, having defendants participate in the Drug Court was approximately:

- 56% more cost-effective than incarceration in the Brown County Jail
- 75% more cost-effective than incarceration in the State prison system

\*The average monthly per participant Drug Court cost was figured by calculating the per diem rate of all participants. These figures **include** the cost of serving those whose participation was terminated. Total costs were divided by only graduates and those in compliance with the program. This calculation method presents a “worst case scenario” for cost per client, which accounts for “sunk costs” of serving those who do not successfully complete.



# HUMAN SERVICES BUDGET

## Drug Court - Performance Report

Account	Account Description	2011 Amended Budget	2011 YTD Transactions	2012 Amended Budget	2012 YTD Jan-July Transactions
<b>Fund 201 - CP</b>					
<b>REVENUE</b>					
Department <b>076 - CP</b>					
Division <b>170 - Beh Health</b>					
Cost Center <b>175 - Drug Court</b>					
4303.075	Local grant revenue Crime prevention foundation	1,200.00	.00	1,200.00	.00
4600.06526	Charges and fees Drug court fees	3,400.00	3,090.00	3,400.00	4,448.00
4900	Miscellaneous	.00	1,425.00	.00	.00
Cost Center <b>175 - Drug Court Totals</b>		<b>\$4,600.00</b>	<b>\$4,515.00</b>	<b>\$4,600.00</b>	<b>\$4,448.00</b>
Division <b>170 - Beh Health Totals</b>		<b>\$4,600.00</b>	<b>\$4,515.00</b>	<b>\$4,600.00</b>	<b>\$4,448.00</b>
Department <b>076 - CP Totals</b>		<b>\$4,600.00</b>	<b>\$4,515.00</b>	<b>\$4,600.00</b>	<b>\$4,448.00</b>
<b>REVENUE TOTALS</b>		<b>\$4,600.00</b>	<b>\$4,515.00</b>	<b>\$4,600.00</b>	<b>\$4,448.00</b>
<b>EXPENSE</b>					
Department <b>076 - CP</b>					
Division <b>170 - Beh Health</b>					
Cost Center <b>175 - Drug Court</b>					
5100	Regular earnings	50,479.00	44,557.42	50,479.00	26,307.33
5102.100	Paid leave earnings Paid Leave	.00	6,892.38	.00	1,844.44
5110.100	Fringe benefits FICA	3,583.00	3,455.62	3,513.00	1,895.67
5110.110	Fringe benefits Unemployment compensation	240.00	240.00	239.00	139.40
5110.200	Fringe benefits Health insurance	13,395.00	17,085.28	12,204.00	9,512.51
5110.210	Fringe benefits Dental Insurance	1,099.00	1,200.70	917.00	675.39
5110.220	Fringe benefits Life Insurance	95.00	7.27	80.00	4.17
5110.230	Fringe benefits LT disability insurance	175.00	.00	179.00	.00
5110.235	Fringe benefits Disability insurance	386.00	571.98	439.00	368.01
5110.240	Fringe benefits Workers compensation Insurance	107.00	107.00	109.00	63.60
5110.300	Fringe benefits Retirement	2,450.00	2,674.12	2,817.00	1,660.97
5110.310	Fringe benefits Retirement credit	3,129.00	1,956.08	.00	.00
5201	Training and education	1,490.00	150.00	1,490.00	.00
5300	Supplies	1,000.00	665.36	1,000.00	112.14
5300.001	Supplies Office	500.00	194.58	500.00	178.29
5300.006	Supplies Recreation and program	.00	135.16	.00	45.00
5300.252	Supplies Program	12,000.00	1,028.70	12,000.00	6,558.61
5307.100	Repairs and maintenance Equipment	750.00	.00	750.00	.00
5340	Travel and training	1,800.00	1,182.59	1,800.00	576.15
5505	Telephone	.00	163.75	.00	23.00
5505.1	Telephone cell	.00	.00	300.00	93.01
5601.300	Intra-county expense Other departmental	5,000.00	.00	3,500.00	2,428.56
5601.400	Intra-county expense Copy Center	.00	.00	.00	26.00
5700	Contracted services	1,000.00	12,444.98	1,000.00	2,757.00
7000.COUN	Purchased Services Counseling	64,135.00	24,057.16	64,135.00	4,970.02
7000.HOUS	Purchased Services Housing Assistance	5,000.00	1,425.00	5,000.00	2,060.00
7000.TRANS	Purchased Services Transportation	4,000.00	1,050.00	4,000.00	665.00
7000.PROINC	Purchased Services Program Incentives	5,000.00	351.01	5,000.00	.00
Cost Center <b>175 - Drug Court Totals</b>		<b>\$176,813.00</b>	<b>\$121,596.14</b>	<b>\$171,451.00</b>	<b>\$62,964.27</b>
Division <b>170 - Beh Health Totals</b>		<b>\$176,813.00</b>	<b>\$121,596.14</b>	<b>\$171,451.00</b>	<b>\$62,964.27</b>
Department <b>076 - CP Totals</b>		<b>\$176,813.00</b>	<b>\$121,596.14</b>	<b>\$171,451.00</b>	<b>\$62,964.27</b>
<b>EXPENSE TOTALS</b>		<b>\$176,813.00</b>	<b>\$121,596.14</b>	<b>\$171,451.00</b>	<b>\$62,964.27</b>

Fund **201 - CP Totals**

REVENUE TOTALS	4,600.00	4,515.00	4,600.00	4,448.00
EXPENSE TOTALS	176,813.00	121,596.14	171,451.00	62,964.27
Fund 201 - CP Totals	(\$172,213.00)	(\$117,081.14)	(\$166,851.00)	(\$58,516.27)
Grand Totals				
REVENUE TOTALS	4,600.00	4,515.00	4,600.00	4,448.00
EXPENSE TOTALS	176,813.00	121,596.14	171,451.00	62,964.27
Grand Totals	(\$172,213.00)	(\$117,081.14)	(\$166,851.00)	(\$58,516.27)

	2011	2012 YTD
Total Participants	23	15
Graduations	4	3
Terminations	5	3

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# DEPARTMENT OF PUBLIC SAFETY COMMUNICATIONS

*Brown County*

3028 CURRY LANE  
GREEN BAY, WISCONSIN 54311-4875

PHONE (920) 391-7400  
FAX (920) 391-7406



Emergency Communication Services  
9-1-1 Center Operations  
Emergency Management

Karl Fleury  
Director

## Director's Report September 5<sup>th</sup>, 2012

### 1. Radio Project

I was able to meet with one of the Vice Presidents of Motorola while attending the APCO Conference. As a result of that meeting, we were able to secure an additional one year of factory warranty on the end users radio equipment. The factory warranty with the additional year will run through March of 2014. This is an approximate \$60,000 in savings to our communities and taxpayers.

The project continues to progress. 7 sites will be completed by September 30<sup>th</sup>. The 8<sup>th</sup> site is progressing along and more complete detail should be available for the October meeting. We are currently working on completing the fleetmapping and radio templating for the entire system, which is anticipated to be completed by October.

### 2. Staffing

Two new employees started today. One additional employee resigned effective September 7<sup>th</sup>. We currently have 4 fulltime positions, 4 part time positions and 1 Supervisor position open. We completed the second round of interviews last week and have ten candidates moving on in the process to background checks and sit-ins. Newly hired employees do not provide immediate schedule relief due to the time needed for initial training.

### 3. Training

Three personnel (Director and two Communication Supervisors) from Public Safety Communications attended the APCO Conference in Minneapolis. This was a valuable opportunity to participate in a National Conference and provided training opportunities that have an immediate impact on operations, as well as in the future. We were also able to view a



**CAD program that is Next Generation 911 compatible. The system has the potential to save money for the county in the long term, with a return on investment.**

**One Communication Supervisor is participating on two national committees that will help Brown County Public Safety continue to stay informed and up-to-date with the changes that occur nationally, as well as being integral to our training process and returned with valuable training materials to help our entire team and program.**

**Another Communication Supervisor who is an adjunct instructor for APCO and provides high quality, certified training to our staff based on national standards was also in attendance. This Supervisor was scheduled to be recognized at the National conference with an award and with her knowledge, training and experience, provides exceptional training to our personnel. The award was deferred pending the completion of some additional national training that will position Brown County Public Safety Communications as a regional and national leader in implementation of communication techniques in the dispatch environment. Our center will be positioned to take care of local needs while being recognized as the regional center for cutting edge techniques. This supervisor is recognized as a national leader in critical communications, specifically active shooter incidents and homeland security. She met with key officials to define a plan and policy for Brown County that will be emulated throughout the country.**

**Regards,**

**Karl Fleury  
Director**

## BUDGET ADJUSTMENT REQUEST


<u>Adjustment</u>	<u>Description</u>	<u>Approval Level</u>
<input type="checkbox"/> Category 1	Reallocation from one account to another <u>within</u> the major budget classifications.	Department Head
<input type="checkbox"/> Category 2	<input type="checkbox"/> a. Change in Outlay not requiring the reallocation of funds from another major budget classification. <input type="checkbox"/> b. Change in any Item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.	County Executive County Board
<input type="checkbox"/> Category 3	<input type="checkbox"/> a. Reallocation between budget classifications other than 2b or 3b adjustments. <input type="checkbox"/> b. Reallocation of personnel services and fringe benefits to another major budget classification except contracted services, or reallocation to personnel services and fringe benefits from another major budget classification except contracted services.	County Executive County Board
<input checked="" type="checkbox"/> Category 4	Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund)	County Board
<input type="checkbox"/> Category 5	Increase in expenses with offsetting increase in revenue	County Board


Increase	Decrease	Account #	Account Title	Amount
<input type="checkbox"/>	<input checked="" type="checkbox"/>	201.076.170.173.5100	Regular earnings HS	\$17,276.00
<input type="checkbox"/>	<input checked="" type="checkbox"/>	201.076.170.173.5110.100	Fringe Benefits HS	\$ 7,320.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.170.173.9003	Transfer out HS	\$24,596.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.072.001.9002	Transfer in Sheriff	\$24,596.00
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.072.001.5708	Prof Services -Sheriff	\$24,596.00

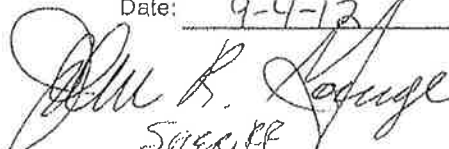
## Narrative Justification:

Transfer costs of psychiatric jail nurse to the sheriff's department. Costs are from Sept 1st for the remainder of 2012. Nurse will be a contractor hired by the Sheriff's department.

**AUTHORIZATIONS**

  
 Signature of Department Head  
 Department: Human Services  
 Date: 9-4-12

  
 Signature of Executive  
 Date: 9/5/12

  
 Sheriff  
 09-05-12